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| **When to use**  The Vice-Chancellor's Awards recognise and reward exceptional performance that supports the [Federation University Australia Strategic Plan 2021–2025](https://federation.edu.au/strategy),  Academic, TAFE teaching and general/professional staff employed in their current position for a minimum of six months, on a continuing basis or a fixed-term appointment which extends for at least one year are eligible to be nominated for an award. Teams are also eligible to receive an award.  **Please note that the success of the nomination depends on the quality of the evidence provided in the nomination form.** | **Where to send**  Completed nomination forms must be emailed to [od@federation.edu.au](mailto:od@federation.edu.au) and marked **Private and Confidential** |

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| **Section I – to be completed by the nominators** | | | |
| **1. Award category (please check relevant box)** | | | |
|  | **Living our values** |  | **Excellence in research partnerships and impact** |
|  | **Leadership and transformational change** |  | **Excellence in industry engagement and impact**  Higher education or vocational education and training? Please select |
|  | **Inclusion** |  | **Enhancing the student experience** |
|  | **Excellence in innovation** |  | **Excellence in delivering the Co-Op model** |
|  | **Excellence in community engagement and impact** |  | **Vocational teaching excellence** |
|  | **Research excellence**  Early Career Researcher? Please select |  |  |

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| **2. Details of nominators (minimum of two (2) nominators required)** | | | | |
| **Name of nominator** | **Position** | **Email address** | **Signature** | **Date** |
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| **3. Details of nominee(s)** | | | | |
| **Name of nominee** | **Position** | **Institute/School/Directorate** | **Contact details** | |
| **Telephone** | **Email** |
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* **Nominators and nominee/s will be notified of the outcome (via e-mail) following deliberations of the selection panel.**

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| **4. Reason(s) for nomination** |
| Please summarise the reason(s) for nominating the nominee(s) for an award. |
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| **5. Endorsement of nomination** | | | |
| * The Executive Dean/Director must endorse award nominations. * In instances where Executive Deans/Directors are nominated, the relevant VCST member must endorse the nomination. | | | |
| **Name of endorser** | **Position** | **Signature** | **Date** |
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| **Section II – to be completed by the nominee(s) with assistance from the nominators** |
| **Detailed statement of excellence achieved** |
| Please provide a detailed statement—either in writing (no more than two additional pages using a minimum of 11 point font size), or in the form of a visual presentation—of how you have achieved excellence in the nominated category. An emphasis should be placed on how you have met the particular selection criteria and the impact of your achievement/results on your institute/school/directorate/TAFE and Federation University Australia.  **NOTE:** If you choose to make a visual statement, please include the media in a SharePoint folder with your nomination form and share this folder with [od@federation.edu.au](mailto:od@federation.edu.au). |
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| **Section III – People and Culture (office use only)** | | | |
| Nominations are to be correctly endorsed as per the Vice-Chancellor’s Awards for Excellence Guidelines. If not, please return to nominator(s) as soon as possible for correction. | | | |
| **Checked by** | **Position** | **Signature** | **Date** |
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